

Message

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Sent: 5/3/2017 9:29:27 PM
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Subject: MRL Harmonization Workshop - Attention Speakers

Greetings,

We are now 4 weeks out from the Workshop! I hope you have started thinking about preparing your slides for the Workshop.

Due to the room configuration even though we have a large screen at the front of the room, the ceiling doesn't allow us to get it as high as we need to for good visibility from the back of the room. Thus, I need to ask each of you to not use the bottom 20% of your slides. This will help provide a better view of the slide content for those in the back of the room.

Please send me a copy of your slides around May 24. If you make last minute changes to that slides that will not be a problem. Just bring an updated file on a memory stick.

We will have registration on Tuesday May 30 from 3:00 to 6:00 pm. On Wednesday morning registration will open at 7 am. We will also have a continental breakfast starting at 7 am. Our AV person should be in the meeting room by 7:30 for those that need to provide an updated presentation.

Please let me know if you have any questions. I look forward to seeing each of you in San Francisco.

Regards,
Gary

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